



National Science Foundation *Excepted Position Vacancy*

ANNOUNCEMENT NO: E20020107

OPEN: 5/8/02

CLOSE: 7/1/02

THIS IS A PERMANENT POSITION.

Individuals wishing to apply for a temporary, 1- or 2- year visiting scientist, or Intergovernmental Personal Act (IPA) basis see vacancy announcement number E20020108.

POSITION VACANT: Physicist (Program Director), AD-1310-4. Salary ranges from \$78,265 to \$121,967 per annum.

PROMOTION POTENTIAL: NONE.

LOCATION: Directorate for Mathematical and Physical Sciences, Division of Materials Research, Base Science Cluster, Condensed Matter Physics Program, Arlington, VA.

BARGAINING UNIT STATUS: This position is included in the bargaining unit and will be filled in accordance with the merit staffing provisions of the Collective Bargaining Agreement Article VIII.

AREA OF CONSIDERATION: All Sources

THIS POSITION IS OUTSIDE THE COMPETITIVE CIVIL SERVICE

Appointment to this position will be made under the Excepted Authority of the NSF Act. Candidates who do not have civil service status or reinstatement eligibility will not obtain civil service status if selected. Candidates currently in the competitive service will be required to waive competitive civil service rights if selected. Usual civil service benefits (retirement, health benefits, life insurance) are applicable for appointments of more than one year. Disabled veterans with 30% service-connected disabilities as well as other applicants with severe disabilities will be considered without regard to the closing date if applications are received prior to final selection.

DUTIES AND RESPONSIBILITIES:

- Provides expert scientific and technical knowledge in the subdisciplines of science assigned to the program.
- Manages program resources with appropriate scientific judgment to insure the integrity and consistency in the award/declination management process without conflict-of-interest, to insure balance among appropriate subfields and institution, to insure opportunity for participation by all qualified scientists and engineers, and to incorporate cross-directorate responsibilities into program administration.
- Designs and implements the proposal review and evaluation process for the relevant program (e.g., review of proposals; selection of reviewers; management of program; and allocation of budget).
- Advises and assists in the development of short- and long-range plans and in establishing goals and objectives for the program. Plan the budget for the program considering past and present experiences, and future year projections; allocate and distribute resources within that budget; and manage post-award evaluation.
- Assesses the accomplishments of the program.
- Provides scientific expertise, evaluation, and advice for other programs in NSF, including international, other research, and cross-directorate programs, and special initiatives.
- Fosters communication and promotes teamwork among cluster members and within the Division as a whole.

QUALIFICATIONS REQUIRED: Applicants must have a Ph.D. or have equivalent experience in materials science and engineering, condensed matter physics or materials physics, solid-state and materials chemistry, or a related field of science or engineering, plus six or more years of research experience beyond the Ph.D. Familiarity with a broad spectrum of the materials research community and demonstrated administrative ability are desired. Applicants who are multifaceted and have multidisciplinary experience and capabilities are also desired.

QUALITY RANKING FACTORS: Final ranking is based upon job-related experience, training, education, awards, performance appraisals or letters of recommendation, and the following knowledge, skills, and abilities.

- Ability to organize, implement and manage a proposal-driven grant program and allocate resources to meet a broad spectrum of program goals.
- Expert knowledge of research in physical science.
- Ability to write effective analytical and technical reports, conduct interviews, and speak before peers in the scientific community about physical science.
- Broad knowledge and understanding of scientific principles applicable to condensed matter physics, materials science and engineering, solid-state and materials chemistry or materials physics.
- Research, analytical and technical writing skills that evidence the ability to perform extensive inquiry into a wide variety of significant issues and to make recommendations and decisions based on findings.

CONDITIONS OF EMPLOYMENT: Appointment to the position is contingent upon successful completion of the appropriate background investigation. Satisfactory completion of a one-year trial period may also be required.

HOW TO APPLY: You may apply for this position with the *Optional Application for Federal Employment* (OF-612), the older *Application for Federal Employment* (SF-171), a resume, or other application format of your choice - so long as it contains the necessary information (summarized below). You must also submit a current Performance Appraisal or letter(s) of recommendation from professionals who can comment on your capabilities. In order to ensure full consideration, it is recommended that you submit a supplemental statement which specifically addresses how your background and experience relate to each Quality Ranking Factor listed on this announcement.

You must specify the job announcement number, and title and grade(s) of the job for which you are applying. You should also provide the following information: - Your country of citizenship. - Your social security number. - Information about your education, including (1) high school graduation date and (2) college/university information - your major, and type and year of degree(s). If no degree, show total credits earned and indicate whether they are semester or quarter hours. - Information about all your work experience related to this job, including job titles, duties and accomplishments, employer's name and phone number, number of hours worked per week, starting and ending dates (month and year), and annual salary. If you held various positions with the same employer, describe each separately. - If you have Federal civilian experience, indicate the highest grade held, the job series, and dates held. - The brochure *Applying for a Federal Job* provides information on the Federal job application process; it is available by calling the number listed below. **If your application does not provide all the information requested in the vacancy announcement, you may lose consideration for this job.**

The National Science Foundation provides reasonable accommodations to applicants with disabilities on a case-by-case basis. If you need a reasonable accommodation for any part of the application and hiring process, please notify the point of contact listed on this vacancy announcement.

Submit all application material to National Science Foundation, Division of Human Resource Management, 4201 Wilson Boulevard, Room 315, Arlington, VA 22230. Attn: Announcement Number E20020107. In addition to the required application materials, you are asked to complete and submit the attached Applicant Survey form. Submission of this form is voluntary and will not affect your application for employment. The information is used for statistical purposes only. **ALL FORMS MUST BE RECEIVED BY THE CLOSING DATE OF THIS ANNOUNCEMENT.** For additional information contact Adrienne M. Angevine on (703) 292-4396 or by e-mail at aangevin@nsf.gov. Hearing impaired individuals may call TDD (703) 292-8044.

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